

**CALIFORNIA COMMISSION ON DISABILITY ACCESS
EDUCATION AND OUTREACH COMMITTEE
MEETING MINUTES**

April 21, 2015

1. CALL TO ORDER

Chair Betty Wilson welcomed everyone and called the meeting of the Education and Outreach Committee (E&O) of the California Commission on Disability Access (CCDA or Commission) to order at 10:00 a.m. at the City of Los Angeles Department on Disability, 201 North Figueroa Street, Suite 100, Los Angeles, California 90012.

The off-site meeting locations for teleconference were the Department of Rehabilitation, 721 Capitol Mall, Room 244, 2nd Floor, Sacramento, California 95814, and the Independent Living Resource Center of San Francisco, 825 Howard Street, San Francisco, California 94103.

Chair Wilson reviewed the meeting protocols.

ROLL CALL

Committee Members Present:

Arnie Lerner (Teleconference)

Committee Members Absent:

Richard Ray
Stephen Simon
Jimmie Soto

Commissioners Present:

Betty Wilson, Chair
Chris Downey (Teleconference)

Commissioners Absent:

Lillibeth Navarro
Michael Paravagna

Staff Present:

Brandon Estes, Program Analyst

Staff Member Estes called the roll – a quorum was not confirmed.

APPROVAL OF FEBRUARY 4, 2015, MINUTES - APPROVAL

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MOTION: Chair Wilson moved to approve the February 4, 2015, California Commission on Disability Access Education and Outreach Committee Meeting Minutes as presented. Commissioner Downey seconded. Motion carried unanimously.

2. COMMENTS FROM THE PUBLIC ON ISSUES NOT ON THIS AGENDA

There were no members of the public in attendance.

3. EDUCATION AND OUTREACH PLANNING SUBCOMMITTEE - UPDATE

a. Final Inspection Checklist

Commissioner Downey shared updates on the inspector checklist. After the checklist is finalized, the CCDA will announce its release by:

- Posting to the CCDA and stakeholder websites
- Press release to be developed by the E&O Committee
 - Commissioner Downey volunteered to work with Commissioner Navarro on the press release
- Event hosted by the city of San Francisco in collaboration with Rick Halloran, a Senior Building Inspector with the city of San Francisco
 - Live stream and recorded to be disseminated as broadly as possible within the state of California
 - Targeted towards building officials who can join in person or online
 - June 24, 2015, from 1 to 5 p.m.
 - E&O Committee to confirm the date and time
- International Code Council (ICC) accessibility workshop in April or May
- American Institute of Architects (AIA) state government workshop in June
- Quarterly Certified Access Specialist (CASp) newsletter that goes out in July
- California Building Officials (CALBO) week in September simultaneously in Northern and Southern California
- ICC annual meeting in September

Commissioner Downey stated he will ask Mr. Halloran if he can suggest other organizations and groups to contact or other resources or databases to get the word out.

Chair Wilson's suggestions and requests:

- Hold a subsequent E&O Committee meeting for a full discussion before the June 24th event in San Francisco
- Develop a list of contacts to facilitate statewide distribution of the press release

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- Conduct research to increase contact with Central California
- Contact heads of departments at universities with programs for training architects to ask them to disseminate the inspector checklist

b. Consumer Checklist Guide

Commissioner Downey stated the Checklist Committee was asked to consider taking on the revision and update of Richard Skaff's Restaurant Accessibility Field Guide as a consumer guide checklist.

Checklist Committee concerns:

- Some Committee Members have conflict of interest issues.
- The checklist is meant to better inform business owners to engage a professional, such as a CASp, not help them self-check their properties.

Checklist Committee suggestions:

- Format as a flow chart
- Translate into multiple languages
 - Contact university language departments
- Check for a system at the state level

Committee Member Lerner stated the checklist and sites like ada.gov help raise awareness and understanding for business owners.

Commissioner Downey suggested providing links to appropriate information in order to encourage individuals to engage a professional.

Action Items:

- Commissioners Navarro and Downey to work on the press release
- E&O Committee to confirm date and time of the June 24th event
- Committee Members are to develop a list of contacts to facilitate statewide distribution of the press release
- Schedule an E&O Committee special meeting prior to the June 24th event to allow for a full discussion

4. PARTNERING WITH THE ADA 25TH ANNIVERSARY - DISCUSSION

Chair Wilson stated she will contact Commissioner Paravagna about this item.

Action Items:

- Chair Wilson to contact Commissioner Paravagna about this item.

5. FUTURE AGENDA ITEMS

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Chair Wilson asked Committee Members to send future agenda items to staff. She stated she will contact Committee Members within the next two weeks regarding a possible special meeting. The next E&O Committee meeting will be June 3rd.

Action Items:

- No action items.

6. ADJOURN

There being no further business, the meeting was adjourned at 12:00 p.m.